

## SUGAR CITY DESIGN REVIEW MEETING MINUTES

### REGULAR MEETING - WEDNESDAY, JULY 26, 2017

**Commissioners in attendance:** Brent Barrus, Dave Thompson, Dick Dyer, Paul Jeppson, Shelley Jones

**Others in attendance:** Thomas Scott

**7:05 p.m.**

The meeting was called to order by Paul Jeppson

Pledge of Allegiance

Shelley Jones was welcomed as new member of Design Review Board.

**7:07 p.m. Minutes**

The minutes of February 16, 2017 were reviewed.

Motion to approve the minutes as amended: Dave Thompson

Motion 2<sup>nd</sup>: Dick Dyer

Discussion on the motion: none

Voting was unanimous in the affirmative

Motion to amend the agenda to discuss school building compliance: Dick Dyer

Motion 2<sup>nd</sup>: Dave Thompson

Discussion on the motion: none

Voting was unanimous in the affirmative

#### **7:15 p.m. Committee Business: Discussion on Proposed Building Design for Mission Shoe Business in Sugar City's Business Park Lot 12 (573 Business Loop)**

Mr. Thomas Scott presented his plans for a building in the Sugar City Business Park for his "Mission Shoe" business. It will be a wood structure instead of metal. It will have architectural tile with 3 metal looks and cedar siding. There was discussion about being on a corner lot and the parking. The building will be approx. 5500 sq. feet, of which 2500 will be for warehouse, 1500 for office or lobby and 1500 feet open space on 2<sup>nd</sup> floor. It is noted that there needs to be an agreement for parking concerning building size and setback/frontage area to allow for clear vision triangle.

Points discussed:

- Could have property value concerns because of non-compliant neighbors.
- Cedar siding installed later – not a problem.
- Design is boxy – industrial look. It would be good to add wainscot on back side of building. Design should be visually interesting.
- Needs landscaping as part of the overall plan.
- Review walkway to building. Can building be moved back or plant trees and bushes?
- Number of parking stalls and size. See 8-6-2 of code.
- Lighting & signage – what are their plans?
- Trash receptacle – will be inside.
- No fencing and 10% landscaping
- What will be done for streetscape, (curb to property lines and to setbacks) watering & maintenance?
- There will be 2 gray spaces for fire hydrant and power boxes
- Egress – from corner for fire code. Could consider adjusting lot line because with this particular lot, all facets of code are hard to address. If he owned adjoining lot all would work well.
- Pitch of roof will change to 1-4 instead of 1-12 because it will be wood frame instead of metal.
- Setbacks – lot size is 7500 sq. feet. Frontage – 75 feet, front – 20 feet, side to other lot – 5 feet (interior side), outer sides – 20 feet. 35 feet maximum height on building. On pathway side – there are easements from property line. Recorded plat is at court house in Madison County.

After discussion, the Design Review Application has been found to be incomplete at this time. Mr. Scott will work on changes necessary to complete the application.

**9:30 p.m. Discussion on Building Compliance**

Sugar Salem School Shop landscaping appears to be incomplete and should have been completed this spring.

How can we make sure property owners are in compliance?

- Review documentation such as minutes and see what was agreed upon
- Check for code violations
- Check Landscape plans
- Someone could go out to property owners and make them aware of concerns. Show them minutes or code, give them a time frame, let them know what needs to be done to be in compliance, if not compliant in a timely manner then give citation.

**9:45 p.m.**

Motion to adjourn meeting: Dave Thompson

Motion 2<sup>nd</sup>: Dick Dyer

Voting was unanimous in the affirmative

Meeting adjourned